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**DTC Milestone Schedule for 2014-2015**

AMP/Science SBA/WorkKeys/ACT/SAT/Developmental Profile/ACCESS for ELLs/Alternate Assessment/NAEP

Task	Timeline
AMP Preliminary Student Enrollment Window	October 17 – November 7
AMP Preliminary Roster File Window	October 17 – November 7
Science Enrollment Window	November 3 – December 2
AMP Webinar for Educators	November 4 at 3:30
ACCESS for ELLs Enrollment Window	November 7 – December 3
DTC Training in Anchorage	November 10-11
WorkKeys Internet Testing Window	November 10 – February 13
AMP Webinar for Technology Directors	November 13 at 3:30
AMP Webinar for DTCs	November 18
ACT-Approved Accommodations Application Deadline	November 21
AMP TEC Data File Deadline for Paper/Pencil, LP, and Braille	November 21
SAT Test Center Master Form Completion Window	November 10 – December 1
SAT School Day Registration Window	December 10 – February 11
Alternate Assessment DLM Field Test B: ELA and Math	November 10 – December 20
Alternate Assessment Science Braille/LP Counts Due to EED	December 1
AMP Webinar for Educators	December 9 at 3:30
AMP Webinar for DTCs	December 10 at 3:30
AMP Webinar for Technology Directors	December 11 at 3:30
Kindergarten Developmental Profile Results Posted to Web	TBA – Mid December

2015	
Task	Timeline
Science Precode Audio	January 5 at 3:30
Science Precode Window	January 5 – 15
AMP TEC Data File Deadline for Paper/Pencil, LP, and Braille (edits only)	January 5
Alternate Assessment DLM Field Test C: ELA and Math	January 5 – March 6
ACT Enrollment Confirmation Window	January 6 – 13
AMP Webinar for Technology Directors	January 8 at 3:30
ACT Off-Site Proposal Deadline	January 9
AMP Webinar for DTCs	January 12
AMP Webinar for Educators	January 13 at 3:30
WorkKeys/ACT Test Administration Q&A Audio	January 13 at 4:00
AMP Enrollment Deadline for CBA	January 16
AMP User File Deadline for Formative Testlets	January 16
AMP Formative Testlets Available	Mid-January
Alternate Assessment Large Print & Braille Mailed to Districts	January 17
ACCESS for ELLs Early Testing Window Opens	January 19
ACT-Approved Accommodations Roster Received in Districts	By January 23
SAT National Testing Day	January 24
NAEP Test Window	January 26 – March 6

Legend

AMP Computer-Based Assessment (CBA)	Developmental Profile
AMP Paper Pencil / Large Print / Braille	Science SBA
AMP both CBA and Paper/Pencil	Alternate Assessment
ACT	ACCESS for ELLs
WorkKeys	Early Literacy Screeners
SAT	NAEP

ACCESS for ELLs Early Testing Window Opens	January 20
WorkKeys/ACT Test Administration Q&A Audio	February 5 at 7:00 am and 4:00 pm
SAT Accommodations Application Deadline	January 7
Alternate Assessment Test Window	January 27 – April 4
ACT-Approved Accommodations Change Requests Deadline	January 30
ACCESS for ELLs Test Window	February 1 – March 31
AMP Webinar for Educators	February 10 at 3:30
AMP Webinar for Technology Directors	February 12 at 3:30
WorkKeys/ACT Non-secure shipments arrive in Schools	By February 6
ACT National Testing Day	February 7
WorkKeys/ACT Secure Materials arrive in Schools	February 16 – 20
SAT Materials arrive in Schools	February 16 – 20
AMP Webinar for DTCs	February 17 at 3:30
SAT School Day Testing	February 25
SAT Materials Pick Up	February 26
Spring 2015 DTC Training	February 26 – 27
Science SBA Materials Arrive in Districts	By March 2
ACT Initial Test Day	March 3
WorkKeys Initial Test Day	March 4
Science SBA Pre-test Audio Conference	March 12 at 3:30
Alternate Assessment Test Window – Science, ELA, and Math	March 16 – May 1
ACCESS for ELLs Additional Materials Deadline	March 14
Science SBA Additional Materials Order Deadline	March 18
Science SBA Test Window	March 30 – April 10
ACT Accommodations Test Window	March 3 – 17
WorkKeys Accommodations Test Window	March 4 - 18
WorkKeys/ACT Makeup Materials Order Window	March 3 – 5
WorkKeys/ACT Materials Pick Up	March 5
AMP Webinar for Educators	March 10 at 3:30
AMP Webinar for Technology Directors	March 12 at 3:30
AMP TEC File Deadline for CBA	March 6
AMP User File Deadline for CBA	March 6
AMP Roster File Deadline for CBA	March 6
WorkKeys/ACT Makeup Materials arrive in Schools	March 16-20
AMP Webinar for DTCs	March 17 at 3:30
AMP Paper/Pencil Materials arrive in district	By March 23
ACT Makeup Test Day	March 31
WorkKeys Makeup Test Day	April 1
WorkKeys/ACT Materials Pick Up (makeups and accommodations)	April 2
ACCESS for ELLs Return of Materials	By April 9
AMP Webinar for Educators	April 7 at 3:30
AMP Webinar for Technology Directors	April 9 at 3:30
Science SBA Post-test Audio Conference	April 13 at 3:30
Early Literacy Screener Window	April 13 – End of Year
SAT School Day Makeup Materials arrive in Schools	April 13 – 17
AMP Paper/Pencil Test Window	April 13 – 24

Legend

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SAT	NAEP

Science SBA Materials Pick Up	April 16
AMP Webinar for DTCs	April 21 at 3:30
AMP Paper/Pencil Material Pick Up	TBD
SAT School Day Makeup Testing	April 29
SAT Materials Pick Up	April 30
Science SBA Reports Available via eDirect	May 13
Alternate Assessment Science Reports/GTIs available via DRA Website	May 16
Science SBA Paper Reports in Districts	May 26
AMP Test Window	March 30 – May 1
ACCESS for ELLs Results Available via Secure ftp	By June 11

Did we miss anything? Want to see other dates added? Email Kari at [kari.quinto@alaska.gov](mailto:kari.quinto@alaska.gov) to have it considered.

**NOTE:** AMP data file (Users, Enrollment, Roster, Test/Exit/Clear) deadlines were created to provide guidance to districts on the best timeframe to complete uploads. Excluding the January 5, 2015, deadline to submit enrollment and TEC files, the deadlines were scheduled to provide districts with time to become familiar with Educator Portal, add new records, and fix errors. January 5, 2015, is a fixed deadline with the purpose of generating pre-ID labels for paper/pencil test administration.

#### November 6 Edits:

AMP TEC File Deadline for CBA	Date change from March 15 to March 6
AMP User File Deadline for CBA	Date change from March 15 to March 6
AMP Roster File Deadline for CBA	Date change from March 15 to March 6
WorkKeys/ACT Test Administration Q&A Audio	Added date and time of January 13 at 4:00

Updated November 6, 2014

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